

**Utah Virtual Academy
Governing Board of Directors
Board Meeting**



Date: Wednesday, May 10, 2023

Location: 310 E. 4500 S., Suite 620; Murray, UT 84107

Board Members Present: Kristen Davidson, Marty Carpenter, Douglas DeVore, Dallin Drescher, Kellie Openshaw

Board Members Excused: Brian Maxwell, Amberly Keeler

Others Present: Meghan Merideth, Kara Finley, Kim Dohrer, Brad Taylor, Lacy Robinson, Regina Krotzer, Matthew Thue, Lori Simonson, Jillian Burns Hymas, Cindy Wright, LuAnn Charles, Shelly Strahan, Beth Honcharski, Kalyn Dewey, Emily Griffin, Roger Welch, Melanie Denton

Utah Virtual Academy students will attain superior academic achievement through parent involvement, innovative teaching and school accountability within a virtual environment that embraces individual learning styles.

MINUTES

CALL TO ORDER

- Douglas DeVore called the board meeting to order at 6:33 PM.

SPOTLIGHTS

- Emily Griffin and Kalyn Dewey were spotlighted for successfully implementing the co-teaching model and having outstanding student engagement.
- Third grader Richard has made exceptional growth this year. He is a great student and classmate and makes his class better.

PUBLIC COMMENT

- No public comment.

BUSINESS ITEMS

- **Board Business**
 - **Stride/K12 Agreement and Academica West Agreement**

The Academica West agreement is almost finalized. The Stride / K12 agreement is in progress and on track for approval before the agreements expire at the end of the fiscal year.

Voting tabled.

Kellie Openshaw joined the board meeting at 6:44 PM.
- **Finance Report**

Brad Taylor reviewed the current financial statements and explained the expenses in comparison to the revenue. Operating cash has increased this year,

and the budget is as anticipated.

- **Acceptance of State Revenue**

State revenue was as expected for this period.

Kristen Davidson made a motion to accept state revenue; Dallin Drescher seconded. Motion passed; the votes were as follows:

- *Kristen Davidson – AYE*
- *Marty Carpenter – AYE*
- *Douglas DeVore – AYE*
- *Dallin Drescher – AYE*
- *Kellie Openshaw – AYE*

- **Bank Reconciliations and Payment and Deposit Registers**

The reconciliations were provided, and the related service providers and the services they are providing were clarified.

Dallin Drescher left the board meeting.

Douglas DeVore made a motion to approve the bank reconciliations and payment and deposit registers; Marty Carpenter seconded. Motion passed; the votes were as follows:

- *Kristen Davidson – AYE*
- *Marty Carpenter – AYE*
- *Douglas DeVore – AYE*
- *Kellie Openshaw – AYE*

- **Invoice Approval for Purchases over \$7,500**

The invoices were explained along with the reasons for the expenses and discussion on previous quoted prices and an increase was considered.

Kristen Davidson made a motion to approve the following invoices: Parr Brown, Virtual Technologies Group, Workspace Elements, Blind Mule Behavioral Services, and Public Consulting Group; Kellie Openshaw seconded. Motion passed; the votes were as follows:

- *Kristen Davidson – AYE*
- *Marty Carpenter – AYE*
- *Douglas DeVore – AYE*
- *Kellie Openshaw – AYE*

- **K12 / Stride Payment**

The invoices were provided along with an aging report, and it was recommended to pay the full amount.

Douglas DeVore made a motion to approve the K12 / Stride payment of \$648,533.58; Kristen Davidson seconded. Motion passed; the votes were as follows:

- *Kristen Davidson – AYE*
- *Marty Carpenter – AYE*
- *Douglas DeVore – AYE*
- *Kellie Openshaw – AYE*

- **Academica West Payment**

Kellie Openshaw made a motion to approve the Academica West May invoice; Kristen Davidson seconded. Motion passed; the votes were as follows:

- *Kristen Davidson – AYE*
- *Marty Carpenter – AYE*
- *Douglas DeVore – AYE*
- *Dallin Drescher – AYE*
- *Kellie Openshaw – AYE*
- **Director Report**

Meghan Merideth provided an update on the current state of the school, including enrollment and retention. Roger Welch explained the focus on school-related marketing by driving awareness and building enrollment. Beth Honcharski discussed the local agency engaged to run UTVA branded ads. The school has a state approved counseling program, and the accountability and counseling data project was presented.

 - **Positive Behaviors Plan Report**

The board was provided with an update on the implementation of the positive behaviors plan.
 - **Staff Handbook**

The employee handbook has been updated for next school year and it has been reviewed Stratus and Academica West. The meal per diem was updated to be “Meals & Incidentals Daily Total”.

Kristen Davidson made a motion to approve the Staff Handbook with the noted update; Kellie Openshaw seconded. Motion passed; the votes were as follows:

 - *Kristen Davidson – AYE*
 - *Marty Carpenter – AYE*
 - *Douglas DeVore – AYE*
 - *Kellie Openshaw – AYE*
 - **Special Education Policies and Procedures Manual**

Updates to the special education policies and procedures manual were made to ensure compliance and the document has already received pre-approval from USBE.

Douglas DeVore made a motion to approve the Special Education Policies and Procedures Manual; Kristen Davidson seconded. Motion passed; the votes were as follows:

 - *Kristen Davidson – AYE*
 - *Marty Carpenter – AYE*
 - *Douglas DeVore – AYE*
 - *Kellie Openshaw – AYE*
 - **Mental Health Screening**

Recent legislation requires the board to determine if they will participate in administering a USBE-approved mental health screener. The board discussed the burden on the school if it was implemented.

Douglas DeVore made a motion to not participate in the mental health screening program for the 2023-2024 school year; Kristen Davidson seconded. Motion passed; the votes were as follows:

 - *Kristen Davidson – AYE*
 - *Marty Carpenter – AYE*

- Douglas DeVore – AYE
 - Kellie Openshaw – AYE
- **Academica West Report**

Kim Dohrer provided an update on the work recently completed by Academica West, specifically with board support, legal, and human resources.
Kristen Davidson made a motion to formally thank Kara Finley for her support; Douglas DeVore seconded. Motion passed; the votes were as follows:

 - Kristen Davidson – AYE
 - Marty Carpenter – AYE
 - Douglas DeVore – AYE
 - Kellie Openshaw – AYE
- **Board Business**
 - **April 12, 2023 Board Meeting and Closed Session Minutes**

Kristen Davidson made a motion to approve the April 12, 2023 Board Meeting and Closed Session Minutes; Marty Carpenter seconded. Motion passed; the votes were as follows:

 - Kristen Davidson – AYE
 - Marty Carpenter – AYE
 - Douglas DeVore – AYE
 - Kellie Openshaw – AYE
 - **Language Access Policy and Sale of Food and Beverages Policy**

The policies were summarized and are required policies.
Douglas DeVore made a motion to approve the Language Access Policy and the Sale of Food and Beverages Policy; Kellie Openshaw seconded. Motion passed; the votes were as follows:

 - Kristen Davidson – AYE
 - Marty Carpenter – AYE
 - Douglas DeVore – AYE
 - Kellie Openshaw – AYE

TRAINING

- **Budgeting**

Brad Taylor provided training to the board on the legal requirements of a budget and the school responsibilities for preparation, adoption, and transparency. The standard format of the budget and how to read it was explained. Factors to consider when budgeting include enrollment, attrition, expenses, priorities, needs, MOE, and program restrictions.

CALENDAR ITEMS

- The annual board meeting is scheduled for June 14, 2023 at 6:30 PM.
- The board was provided with a draft 2023-2024 board meeting calendar.
- Graduation will be held on May 30, 2023 at 4 PM at Alta High School.

CLOSED SESSION

- Tabled.

ADJOURN

- *Douglas DeVore made a motion to adjourn the board meeting; Kristen Davidson seconded. Motion passed; the votes were as follows:*
 - *Kristen Davidson – AYE*
 - *Marty Carpenter – AYE*
 - *Douglas DeVore – AYE*
 - *Kellie Openshaw – AYE*
- Board meeting adjourned at 8:03 PM.

DRAFT